

CHAPTER 4  
INSTRUCTOR CERTIFICATION CRITERIA FOR APPROVED REGIONAL  
LAW ENFORCEMENT TRAINING FACILITIES

[Appeared as Ch 3 prior to 4/10/85]

[Prior to 3/11/87, Law Enforcement Academy[550] Ch 4]

**501—4.1(80B) Instructors for approved regional training facility.**

**4.1(1)** *Instructor designation.* All instructors at regional training facilities will be designated as either general, specialist, or professional. General law enforcement instructors will be those instructing in subjects clearly law enforcement in nature. Specialist law enforcement instructors are those persons who have attended specialized schools and possess considerable experience in the subject to be taught. Professional law enforcement instructors will be those instructing subjects in the area of criminal law, human relations, and other areas requiring specialized academic degree. Final decision as to whether an instructor is in the general, specialist, or professional area rests with the academy council.

**4.1(2)** *Certification of regional training instructors.* All certification of regional training instructors will be the responsibility of the academy council.

**4.1(3)** *Request for instructional certification.* All instructors requesting certification must submit this request to the academy council on an application which can be obtained from the Iowa law enforcement academy.

**4.1(4)** *Instructor qualifications.* Instructors will be certified on the basis of minimum qualifications in the areas of education, training, experience and background. The actual evaluation and selection of instructors will remain the responsibility of the regional facility director who is ultimately responsible for the instruction provided.

**4.1(5)** *Granting or revocation of instructor certification.* All instructor certification will be issued for a period of four years. At the end of a four-year period, certification may be renewed if the instructor has successfully completed an instructor training course, consisting of a minimum of 30 hours, and has instructed in a certified training program during the four-year period, or has provided a minimum of 80 hours of classroom instruction during the period of certification and if the instructor's certification renewal is recommended by the regional facility director under whose supervision the individual has instructed. The certification may be revoked in writing whenever, in the opinion of the academy council or in the opinion of the regional facility director, the same should be revoked. In the event of denial of recertification or revocation of certification, the certificate holder may file a written notice of appeal to the academy council within 30 days of notification of the action. The appeal notice should be addressed to Director, Iowa Law Enforcement Academy, Camp Dodge, P.O. Box 130, Johnston, Iowa 50131. A hearing on this matter will be held by the academy council within 60 days of the receipt of the appeal notice.

**4.1(6)** *Waiver of application requirements for instructor certification.* The requirement for the submission of a formal application for certification for instructors at a regional training facility may be waived by the academy council in instances involving instructors made available by federal agencies. Final decision regarding the applicability of this provision to a proposed regional facility instructor (general, specialist, or professional) rests with the academy council.

**4.1(7)** *Responsibility for ensuring instructional excellence.* It is the continuing responsibility of the regional facility director to ensure that the instructors are assigned only topics which they are qualified to teach and are supervised on a regular basis to ensure that instructional excellence is maintained.

**4.1(8)** *Endorsement of application for instructor certification.* Applications for instructor (general, specialist, or professional) certification will be endorsed by the regional facility director and, where applicable, by the applicant's department head.

**4.1(9)** *Guest lecturers.* These regulations do not preclude the utilization of guest lecturers. Final decision as to whether an individual qualifies as a guest lecturer rests with the academy council.

**501—4.2(80B) Minimum qualifications for certification of instructor (general).**

**4.2(1)** *Experience.* A minimum of five years law enforcement experience with a major portion of this experience in the subject area to be instructed is required for personnel instructing general subjects. This requirement may be modified by the director of the regional school with academy council approval in exceptional cases reflecting outstanding education or experience.

**4.2(2)** *Education.* Must have a minimum of a high school education with a diploma or possess a GED equivalency certificate.

**4.2(3)** *Training.* Must have successfully completed an instructor training course consisting of a minimum of 30 hours of instruction or has provided a minimum of 80 hours of classroom instruction within the past four years and can verify same upon request.

This rule is intended to implement Iowa Code section 80B.11.

**501—4.3(80B) Minimum qualifications for certification (specialist).**

**4.3(1)** *Experience and training.* Must have five years of experience with major portion of this experience in the subject area to be instructed, have successfully completed a specialty course in the area to be instructed, and successfully completed an instructor training course consisting of a minimum of 30 hours of instruction or has been certified by the appropriate agency as an instructor as set forth in subrule 4.3(2).

**4.3(2)** *Specialist (specific requirements to instruct in specialized areas).* Special training or experience is required to instruct in certain segments of the curriculum as listed below:

*a. Firearms instructor.* Successful completion of a firearms instructor school at the Iowa law enforcement academy.

*b. Defensive tactics instructor.* Successful completion of a defensive tactics instructor school at the Iowa law enforcement academy or other training recognized by the Iowa law enforcement academy.

*c. Precision driving instructor (lead instructor).* Must have satisfactorily completed a recognized precision driving instructor school.

Assistant instructors. Must possess an understanding of the program to be presented and as a result of experience and informal instruction have developed skills adequately to assist lead instructor and shall work under the immediate supervision of lead instructor at all times.

*d. Physical fitness instructor.* Successful completion of a physical fitness instructor school at the Iowa law enforcement academy or other training recognized by the Iowa law enforcement academy.

*e. Crash injury management.* Must be certified to instruct in this area by the Iowa department of public health.

*f. Fingerprint instructor.* Must have successfully completed the basic and advanced Federal Bureau of Investigation fingerprint schools or a program approved by the Iowa law enforcement academy council.

- g. *Narcotics and dangerous drug instructor.* Must have extensive experience and specialty training in this area.
- h. *Accident investigation instructor.* Must have completed a two-week accident investigation school provided or recognized by the Iowa law enforcement academy.
- i. *Law enforcement and minority group instructor.* Must possess a four-year degree from an accredited institution in the behavioral science area and must have three years of experience in the subject area, or, in the opinion of the council, meets the qualifications set forth in 4.3(1).
- j. *Communications instructor.* Must be certified by general services, communication division.
- k. *Drinking driver control instructor.* Must have extensive field experience with a strong background in the Iowa Code and case law. To teach the chemical testing segment, the instructor must possess training and experience in laboratory methods relative to the subject.
- l. *Arson and bombing instructor.* Must have attended a specialty school in police/military explosive handling and a recognized arson school.
- m. *Crowd control instructor.* Must have attended a school recognized by the Iowa law enforcement academy in riot control and chemical agents.
- n. *Criminalistics instructor.* Must have extensive experience and education or training in methods and procedures for scientific crime detection.
- o. *Youth and law instructor.* Must have extensive experience in dealing with youthful offenders, a strong background in Iowa juvenile law and relevant case law, and specialty training or education in the subject area.

**501—4.4(80B) Minimum qualifications for certification of instructor (professional).**

**4.4(1) Experience.** Must have at least three years of experience in the subject area to be instructed.

**4.4(2) Education.** Must have at least a baccalaureate degree in the subject area or a related field.

**4.4(3) Background.** Must be recommended by the regional facility director who shall consider the reputation, conduct, stability, and ability of the person being recommended.

These rules are intended to implement Iowa Code chapter 80B.

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